

Printing Bubble Sheets for Ad Hoc tests

i.e. teacher created tests, common assessments, short cycle, etc.

The workflow for printing ad hoc tests is almost identical to benchmarks with just a few differences.

- Teachers must create a bubble sheet
- Answer bubbles are labeled A-D and F-J (benchmark bubbles are A-D only) answer key.
- Teachers can give the test a name for reference purposes (i.e. Ch. 1 History Test)
- There are several bubble sheet forms to choose from. There will be 25, 50 and 75 question multiple choice only bubble sheet test forms.
- If the ad hoc test given requires open-ended response and/or griddable the teacher must select the 100 question form appropriate for the grade level.



Select "Print Ad Hoc"

What's Different: a blank answer key will automatically print when "Print Classes" is selected.

Choose An Action	
Print Class(es)	<input checked="" type="radio"/>
Print Answer Key Only	<input type="radio"/>
Print Blank Bubble Sheet(s)	<input type="radio"/>

What's Different: There are several bubble sheet forms to choose from. There will be 25, 50 and 75 question multiple choice only bubble sheet forms.

If the test requires open-ended or griddable responses then the teacher must select the 100 question form appropriate for the grade level.

Which form would you like to print?	
Elementary School Test Form	<input type="radio"/>
Middle/High School Test Form	<input checked="" type="radio"/>

What's Different: Enter a Name for the Test (name will appear on all reports)

What's Different: When prompted if you would like to print more, select "No" and click "Next."

The Answer Key (which you will fill out) and pre-populated bubble sheets with student info will be printed for each student.